

### Inserting mean value lines

For all data series (if no data series is selected, mean value lines are inserted for all data series):

- 1) Select the chart by double-clicking on it to enter edit mode. The chart should now be surrounded by a gray border.
- 2) Go to **Insert > Mean Value Lines** on the Menu bar.
- 3) If desired, click outside the chart to leave edit mode.

For a single data series:

- 1) Select the chart by double-clicking on it to enter edit mode. The chart should now be surrounded by a gray border.
- 2) Select a data series by doing one of the following:
  - Click once somewhere in the data series.
  - Select the data series from the *Select Chart Element* drop-down list on the Formatting toolbar.
- 3) Add the mean value line by doing one of the following:
  - Go to **Insert > Mean Value Lines** on the Menu bar.
  - Right-click on the data series and select **Insert Mean Value Line** in the context menu.
- 4) If desired, click outside the chart to leave edit mode.

### Modifying mean value lines

When inserted, a mean value line has the same color as the corresponding data series. To modify the style, color, width, and transparency of a mean value line:

- 1) Double-click on the chart to enter edit mode. The chart should now be surrounded by a gray border.
- 2) Do one of the following to open the Mean Value Line dialog (the dialog has the same options as the *Line* tab of the Trend Line dialog in Figure 118):
  - Right-click on the mean value line and select **Format Mean Value Line** in the context menu.
  - Left-click on the mean value line or select the appropriate mean value line from the *Select Chart Element* drop-down list on the Formatting toolbar, then click the **Format Selection** icon in the Formatting toolbar, or select **Format > Format Selection**.
- 3) Make the desired changes.
- 4) Click **OK** to close the dialog. If desired, click outside the chart to leave edit mode.

### Deleting mean value lines

- 1) Select the chart by double-clicking on it to enter edit mode. The chart should now be surrounded by a gray border.
- 2) Do one of the following:
  - Left-click on the mean value line or select the appropriate mean value line from the *Select Chart Element* drop-down list on the Formatting toolbar and then press the *Delete* key.
  - Right-click on the data series and select **Delete Mean Value Line** in the context menu.
- 3) If desired, click outside the chart to leave edit mode.